

Metropolitan Local Human Rights Committee
Virginia Home for Boys and Girls
8716 W. Broad Street
Richmond, VA 23294

Bi-Monthly Meeting
September 11, 2012

MINUTES

Group A

1. Call to Order – 1:00 PM

2. LHRC Members Present

Michael Curseen, Regional Advocate
Barry Vasser, Vice Chair
Monique Tinsley, LHRC Member
Brittany Chadwick, LHRC Member

LHRC Members Absent

Dawn Wadiak, Chair
Jennifer Huffman, Secretary
Edward Gerhard, LHRC Member

Agencies Present

A Fresh Approach Youth Services
All Family Matters, Inc.
Committed Counseling Program
Commonwealth Clinical and Consulting Services
District 19 CSB
Each One Counts Youth and Family Services
Families In Care Intervention Services, LLC
Family AriZen
Independent Capacity Systems
River Services

Agencies Absent

J & G House of Beginnings, LLC
Moore Cole Group Home

Introductions

LHRC members, guests and representatives from all 10 agencies in Group A introduced themselves

3. Approval of Minutes for July 10, 2012

No corrections were submitted; July 10, 2012 were successfully approved

4. Public Comments

None

5. Provider Treasurer's Report

Treasurer Angela Brown reported that the balance on August 10, 2012 was \$4,552.20, there have been no deposits and not withdraws this quarter. Angela Brown is going to email all providers that own their annual dues.

Old Business:

A. LHRC Follow-up RE: Review of Corrections to Human Rights Policies and Procedures:

- Moore Cole, Inc. (corrections submitted 7/19/12)
- River Services, Inc. (corrections submitted 7/24/12)

Michael Curseen reviewed the corrections submitted by Moore Cole, Inc. and River Services, Inc.

• LHRC Follow-up RE: Corrections to Quarterly Reports for Reporting Period of January 1, 2012 – March 31, 2012 (2nd Quarter)

Group A

1. Independent Capacity Systems – (corrections received 7/24/12)
2. River Services – **(not received)**

Group B

1. Jackson-Field Homes – **(not received)**
2. Saving Lost Souls – **(corrections received 7/26/12)**
3. Stepping Stones Towards the Future – (corrections received 7/24/12)
4. Youth Builders – (corrections received 7/11/12)

New Business

- I. Request for Affiliation (NEW) RE:** Innovative Family Services for the provision of Therapeutic Day Treatment Services in Richmond, VA – Mr. Shelwood R. Claude, COO
Provider representative reviewed an overview of the program, mission statement, staff trainings, staff qualifications and an overview of services the program will offer.
- II. Request for Affiliation (NEW) RE:** Virginia Family Services for the provision of Intensive In-Home Services in Petersburg, VA – Mr. Randy Redd, Interim Executive Director
Provider representative reviewed an overview of the program, mission statement, organizational structure, staff qualifications (QMHP-C), Human Rights training, exclusion criteria and discharge summary.

III. Request for Affiliation (Program Expansion) RE: The Center for Counseling and Community Affairs for the Provision of Mental Health Support Services in Richmond, VA – Mr. LeMar A. Bowers

Provider representative reviewed an overview of the program, history, mission statement, exclusion criteria, human rights training, staff credentials, behavior management training, source of referrals and the total of clients each counselor will serve.

IV. Request for Affiliation (Program Expansion) RE: Stepping Stones Toward The Future, LLC for the Provision of Mental Health Support Services in Richmond, VA – Ms. Tiffany Ward-Hairston

Provider representative reviewed an overview of the program, mission statement, ages of population served, where services will be offered, exclusion criteria, and source of referrals.

V. Request for Affiliation (Program Expansion) RE: Youth Builders, LLC for the Provision of Therapeutic Day Treatment Services in Richmond, VA – Mr. Reginal Goodwyn

Provider representative reviewed an overview of the program, program Location, staff trainings, staff credentials, human rights training, discharge criteria, behavioral management techniques, services the program will provide and source of referrals.

VI. Human Rights Policies and Procedures Review RE:

Innovative Family Services and Virginia Family Services completed their Human Rights Policies and Procedures corrections.

VII. Metropolitan LHRC Revised Meeting Dates and Reporting Requirements (8/20/12) – Barry Vasser, Vice Chair, reviewed this document. There have been no major changes; just added annual report dates for Groups A & B. Reminder to submit reports by due, date, even if not scheduled to meet. Failure to do so will result in recommendation in citation. Providers were advised to request a confirmation email from Mr. Reginal Goodwyn that he has successfully received their quarter reports if they would like to be notified their report has been received.

VIII. LHRC Provider Attendance Requirement:

Barry Vasser, Vice Chair, reviewed this document. Make sure you have a back-up from your agency in case there is a last minute problem. Have a back-up to the back-up. Citations can affect your licensure – make sure your participation in meetings and submission of required documents happens as it should. Providers were advised to plan ahead and communication is important.

IX. LHRC Requests for Review of Documentation:

No documents were reviewed

- X. Quarterly Report for Period July 1, 2012 – September 30, 2012 (3rd Quarter)** Group A and Group B Reports for 3rd Quarter due on November 1, 2012
- XI. Human Rights Report:** In-service Training RE:
Barry Vasser reported no further In-service Training is required
- XII. Secretary's Report:**
Byron Porcher reported. 10 agencies represented.
Two agencies absent: J & G House of Beginnings & Moore Cole Group Home
- XIII. Next Meeting**
Group B – November 13, 2012
Group A – January 8, 2013
- XIV. Executive Session: LHRC Membership Applicant** – Ms. Chana Ramsey
- XV. Adjournment**
Motion to dismiss with thanks: made by Barry Vasser, seconded by Monique Tinsley, passed unanimously at 2:16 PM